

# **QA RECORD INDEX RHIC CRYOGENIC SYSTEM**

## **APPENDIX 4**

Record Description	Retention Time	Primary Storage Location	Secondary Storage Location	Storage Media	Fire Rating
As-Built Lists	L	Design Room B831	Cog Cryo Engineer	(P) Paper (S) Paper	0 0
Deviation/Waivers	L	Div QA Office B830	Design Room B831	(P) Paper (S) Paper	0 0
Design Reviews	L	Div QA Office B830	Cog Cryo Engineer	(P) Paper (S) Paper	0 0
Inspection/Test Data				(P) Paper (S) Paper	0 0
-Source	5	Tech Shop B835, 1005	Cog Cryo Engineer		
-Incoming	10	Tech Shop B835, 1005	Cog Cryo Engineer		
-In Process	10	Tech Shop B835, 1005	Cog Cryo Engineer		
-Final	10	Tech Shop B835, 1005	Cog Cryo Engineer		
-Travelers	5	Tech Shop B835, 1005	Cog Cryo Engineer		
Nonconformance Reports	L	Div QA Office B830	Cog Cryo Engineer	(P) Paper (S) Paper	0 0
Vendor Supplied Data				(P) Paper (S) Paper	0 0
-As-Built Lists	L	Tech Shop B835, 1005	Cog Cryo Engineer		
-Material Certs.	10	Tech Shop B835, 1005	Cog Cryo Engineer		
-Deviation/Waivers	L	Tech Shop B835, 1005	Cog Cryo Engineer		
-Nonconformance Reports	10	Tech Shop B835, 1005	Cog Cryo Engineer		
-Incoming Inspect & Test	10	Tech Shop B835, 1005	Cog Cryo Engineer		
-Inprocess/Final Ins & Test	10	Tech Shop B835, 1005	Cog Cryo Engineer		
Vendor Surveillance	5	Div QA Office B830	Cog Cryo Engineer	(P) Paper (S) Paper	0 0
Product/Process/Procedural					
Vendor Surveys (Pre-Contract Award)	5	Div QA Office B830	Cog Cryo Engineer	(P) Paper (S) Paper	0 0

Reference: RHIC-QAP-406; Retention time in Years or "L" (Life of Collider);

Storage Media = Paper, Magnetic (Computer Floppy, Hard Drive or Tape), Micro(graphic),  
Radio(graphic), Photo(graphs) or Other

"P" = Primary Location, "S" - Secondary Location; Fire Rate 0 = no designated rate, 1 = one hour rating, etc.

**QA RECORD BOOK(S)**  
(To be Maintained by Cognizant Engineer)

**Tab Headings:**

- |   |                         |   |
|---|-------------------------|---|
| 1 | Design Reports          |   |
| 2 | Technical Specification |   |
| 3 | Pertinent Procedures    |   |
| 4 | Parts Lists             |   |
| 5 | RFP, RFQ or ILR         |   |
| 6 | Bid Evaluation          |   |
| * | 7                       | Vendor Surveys (Pre-Contract Award)   |
| * | 8                       | As-Built Parts Lists  |
|   | 9                       | Deviation/Waivers   |
| * | 10                      | Design Reviews  |
| * | 11                      | Inspection/Test Data (BNL)                      May require more detailed breakdown |
| * | 12                      | Nonconformance Reports  |
| * | 13                      | Vendor Supplied Data                      May require more detailed breakdown       |
| * | 14                      | Vendor Surveillance   |
|   | 15                      | Miscellaneous   |

\* Indicates file required by RHIC-QAP-406

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<b>Cryo Activities Requiring Record Book</b>	<b>Cognizant Engineer</b>
25kW Refrigerator Piping Modification	Rank
Cold Vacuum Compressor	Wu
Vacuum Jacketed Piping System	Quimby
Valve Boxes	Werner
Ambient Temperature Piping	Rank
50 W Recoolers and Assoc. Hdwe.	DeLalio
Circulating Compressors	Wu
Magnet Power Leads	Nicoletti
Cryo Control System	Farah
Liquid Helium Storage System	Iarocci